

**BOARD OF SELECTMEN
MEETING MINUTES - NOVEMBER 9, 2009**

7:00 p.m. - Selectmen's Meeting Room, 63 Main Street, Northborough, MA

MEMBERS PRESENT: Fran Bakstran, Chairman
Dawn Rand, Vice Chairman
Leslie Rutan, Clerk
William Pantazis

MEMBERS ABSENT: Jeff Amberson

*Pledge of Allegiance

APPROVAL OF MINUTES – OCTOBER 19, 2009 REGULAR MEETING

Selectman Rand moved the Board vote to approve the Minutes of the October 19, 2009 Regular Meeting as presented; Selectman Rutan seconded the motion; all members voted in favor.

7:00 p.m. - **CHARLES GOBRON, SCHOOL SUPERINTENDENT**
Statement of Interest for Lincoln Street School.

School Superintendent Charles Gobron was present. Superintendent Gobron explained that the original Statement of Interest (SOI) for the Lincoln Street School was submitted to the Massachusetts School Building Authority (MSBA) in June of 2006. The SOI was revised in June of 2007 to reflect the rapid deterioration of the Lincoln Street School roof. The roof repair project was accepted by MSBA and the project is now complete.

Superintendent Gobron informed the Board that the SOI has been amended to reflect the elimination of Priority 1 (renovation of a building that is structurally unsound) due to the roof replacement in 2008. The Northborough School Committee has formally re-voted the refreshed SOI and it is being requested that the Board of Selectmen do the same. Superintendent Gobron assured the Board that the signing of this refreshed SOI does not commit the Board of Selectmen to any particular project or any amount of funding.

Following the presentation, several questions and comments were heard from members of the Board.

Selectman Rutan moved the Board vote to authorize the School Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest dated October 26, 2009 for the Lincoln Street School as detailed in the Official Vote document submitted by the School Superintendent and executed by the Board of Selectmen this evening; Selectman Rand seconded the motion; all members voted in favor.

7:10 p.m. - **NORM CORBIN, CHAIR – HISTORICAL COMMISSION**
MEG HARPER & BRUCE CLOUETTE – PAST, INC.
Update on Historic Inventory Project.

Historical Commission Chair Norm Corbin, along with Consultants Bruce Clouette and Meg Harper, provided an update on Phases I and II of the Historic Properties Survey. Inventory documents have been created for 271 street addresses, 10 structures or objects, two burial grounds and one park. From these inventory documents, 21 individual properties and six historic districts have been identified. Mr. Corbin explained that the next and final phase of the project will be to identify which properties have the potential for National Historical Registration. Prior to beginning that phase, the Commission will work with a private company called Mass Preservation to learn about the National Historical Registration, the requirements of the program and what the benefits may be.

Mr. Corbin acknowledged that CPA Funds were provided for Phases I and II of this project. The Commission will again seek additional CPA funding for the next phase.

Following the presentation, several comments and questions were heard from members of the Board. It was noted that the information presented this evening will be available on the Town Website.

7:20 p.m. - **JEAN LANGLEY, LIBRARY DIRECTOR**
Update on the New Library.
Acceptance of Donations to fund Library Page Positions.

Library Director Jean Langley provided a brief update on the success of the new library since its opening to the public last March. She also spoke of her efforts in order to avoid having to reduce services any further, including an increase in the use of volunteers and the submittal of an application for a waiver for State Aid.

Ms. Langley discussed the impact of the recent budget reduction in funding for Library Page positions. These positions are now only funded through the summer months. One Library Page was retained and is being paid from State Aid. Ms. Langley informed the Board that the Friends of the Library have voted to allocate funding to employ one more Library Page through the end of the 2010 fiscal year. In order to accept this gift, an account must be created with the approval of the Board of Selectmen.

Mr. Coderre explained that this gift/donation account is not a revolving account and would remain open as long as donations for this express purpose are being made and that the need for funding for Library Pages remains. The funding of this account cannot be for purposes other than funding Library Pages.

Selectman Pantazis moved the Board vote to authorize the Library Director to accept donations pursuant to Massachusetts General Laws, Chapter 44, Section 53A for the purpose of expending said monies to fund Library Page positions that were eliminated from the Fiscal Year 2010 operating budget; Selectman Rand seconded the motion; all members voted in favor.

REPORTS

William Pantazis

- Announced that on Veteran's Day at the Purple Rose on Main Street, a new monument will be unveiled to honor Edwin Lewis Mitchell who died as a POW in 1951.
- Requested that residents refrain from posting signage of any kind on these monuments.

Leslie Rutan, Clerk

- Congratulated Anthony Andrew Jewelers on their recent grand opening.
- Thanked resident Bill Allen who has volunteered for the huge task of inputting all of the existing cemetery records into one data base.
- Noted the positive feedback regarding the new Town Website.
- Attended the recent Dinner Dance in honor of Pat Griffin. Congratulated Pat Griffin for her many achievements.
- Complimented the newly painted Police Station and reminded the public that approximately \$20,000 was saved on this project by working with the Worcester County Sheriff's Office in using prison inmates to paint the building.

Dawn Rand, Vice Chairman

- Congratulated Pat Griffin, as well as the Interfaith Clergy Association for hosting the Dinner Dance and raising much needed funds for the Food Pantry in Pat's honor.
- Also thanked the Boy Scouts for their efforts in stocking the Food Pantry.
- Requested that the DPW Department investigate whether a large bush at the corner of Winter and Washburn Streets can be cut back or removed in order to improve site distance in that area.
- Noted that the Interview Committee met with one applicant for the Historical Commission and one applicant for the Cultural Council prior to tonight's meeting. See below for appointments.

Fran Bakstran, Chairman

- Announced that Bob Brunstetter will be receiving the Bronze Star Award. Offered her congratulations to him and his family.

John Coderre, Town Administrator

- Announced that the Town has received limited quantities of the H1N1 vaccine and that it is being made available to individuals who are considered at high risk for the disease. Mr. Coderre referred residents to the Board of Health page on the Town Website for continuously updated information.

APPOINTMENT TO THE CULTURAL COUNCIL

Selectman Rand moved the Board vote to appoint Kim Hendersen-Lee to the Cultural Council for a three-year term; Selectman Pantazis seconded the motion; all members voted in favor.

APPOINTMENT TO THE HISTORICAL COMMISSION

Selectman Rand moved the Board vote to appoint Anne Hudzikiewicz to the Historical Commission for a partial three-year term; Selectman Rutan seconded the motion; all members voted in favor.

PUBLIC COMMENTS

None

DISCUSSION ON FINANCIAL POLICIES

Mr. Coderre presented to the Board for their review a draft of the proposed Financial Policies. These policies have been presented to both the Financial Planning and Appropriations Committees.

The codification and formal adoption of these policies is part of the Town's plan to move towards achieving the GFOA Distinguished Budget Award. The true value to the community is to ensure that everyone is agreeable to how financial matters of the Town will be managed. These policies also serve as a communication device to all residents about how the Town conducts its financial business.

Mr. Coderre indicated that the draft Financial Policies represent either what we currently do, or what we are legally required to do. He assured the Board that the document is substantively solid and that any changes made to the document will be typographical in nature. His intent is to bring the final version forward to the Board for its consideration at its November 23rd meeting. The final version of the Financial Policies would then be reviewed and updated on an annual basis.

APPROVAL/EXECUTION OF PLOWING AND SANDING AGREEMENTS

Selectman Rand moved the Board vote to approve and execute the plowing and sanding agreements for the 2009/2010 Winter Season for the following private ways:

Harris Avenue
Maple Lane
37-55 Green Street
395-441 Howard Street (Sparrow Lane)
467-497 Howard Street (Kimberly Lane)
Dartmouth Drive/Copley Drive

Selectman Pantazis seconded the motion; all members voted in favor.

ADJOURNMENT

Selectman Rand moved the Board vote to adjourn; Selectman Pantazis seconded the motion; all members voted in favor.

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Kimberly Hood
Assistant Town Administrator